

# Hello.

Quick Start Guide

**Welcome to your new MacBook Air.**

**Let us show you around.**

This guide shows you what's on your Mac, helps you set it up, and gets you up and running with tips for the apps you'll use every day.

Your battery is charged and ready to go, so you can start using your Mac right out of the box.

When you do recharge the battery, you'll know it's fully charged when the orange light on your power connector turns green.

**SDXC**

Transfer photos from your camera's memory card

**USB 3**

Charge devices, connect external storage, and more

**Thunderbolt**

Connect external displays and high-performance devices

**MagSafe 2**

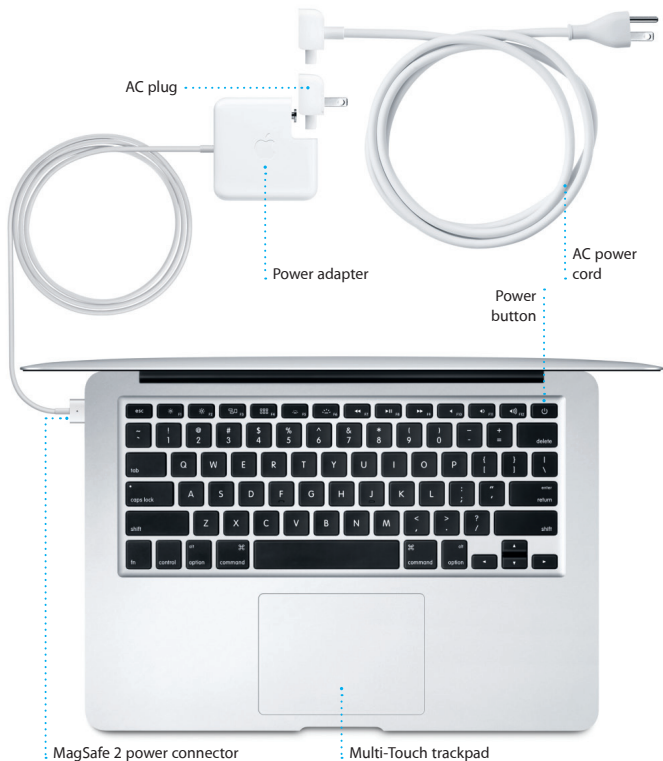
Magnetically attach the power cord

**FaceTime HD camera**

Make video calls, capture HD video, and take snapshots



To learn more about ports and connectors, go to [support.apple.com/kb/HT2494](https://support.apple.com/kb/HT2494).



To learn more about the battery, go to [www.apple.com/batteries](http://www.apple.com/batteries).



## Let's get started

Press the power button to start up your MacBook Air, and Setup Assistant guides you through a few simple steps to get you up and running quickly. It walks you through connecting to your Wi-Fi network and creating a user account for your Mac. And it can even transfer your documents, email, photos, music, and movies to your new Mac from another Mac or PC.

You can sign in with your Apple ID in Setup Assistant. This automatically sets up your account in the Mac App Store and the iTunes Store, and in apps like Messages and FaceTime, so they're ready the first time you open them. It also sets up iCloud, so apps such as Mail, Contacts, Calendar, and Safari have all your latest information waiting for you. If you don't have an Apple ID, you can create one in Setup Assistant.



To learn more about transferring files to your new Mac, go to [support.apple.com/kb/HT4889](https://support.apple.com/kb/HT4889).

## Control your Mac with Multi-Touch gestures

You can do a lot of things on your MacBook Air using simple gestures on the trackpad. Here are some of the most popular ones.



### Click

Press down anywhere on the trackpad to click. Or, with Tap to Click enabled, simply tap the surface.



### Secondary click (right click)

Click with two fingers to open shortcut menus. Or, with Tap to Click enabled, tap two fingers anywhere.



### Two-finger scroll

Brush two fingers along the trackpad to scroll in any direction—up, down, or sideways.



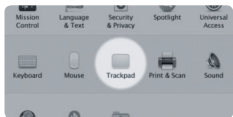
### Swipe to navigate

Swipe with two fingers to flip through webpages, documents, and more.



### Pinch to zoom

Zoom in and out of photos and webpages more precisely by pinching your thumb and finger.



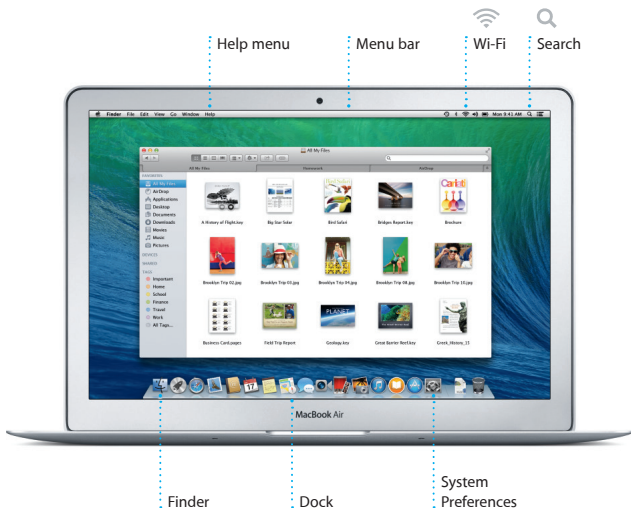
### Learn more

To learn more about gestures, choose System Preferences from the Apple menu and click Trackpad.

## Get to know your desktop

The desktop is where you can find everything and do anything on your Mac. The Dock at the bottom of the screen is a handy place to keep the apps you use most. It's also where you can open System Preferences, which lets you customize your desktop and other settings on your Mac. Click the Finder icon to quickly get to all your files and folders.

The menu bar at the top has lots of useful information about your Mac. To check the status of your wireless Internet connection, click the Wi-Fi icon. Your Mac automatically connects to the network you chose during setup. You can also find anything on your Mac using Spotlight Search.



## Keep your devices working together with iCloud

iCloud lets you access your music, photos, calendars, contacts, documents, and more from your Mac, iPhone, iPad, iPod touch, and even your PC. And it keeps everything up to date automatically. Buy a song on one device, and it's instantly available on all your other devices. Create a new Pages document on your Mac, and you can make edits with your iPad on the go. Take a photo with your iPhone, and it automatically appears in iPhoto on your Mac. iCloud can even help you locate and protect your Mac if you ever misplace it. To choose the iCloud features you want to enable, select System Preferences in the Dock and click iCloud.



## Quickly find the app you want

Your Mac comes with great apps you can use to make the most of your photos, create documents, browse the web, manage your schedule, and more. Launchpad is where you can easily find all the apps on your Mac. Click the Launchpad icon in the Dock to see a full-screen display of all your apps. Arrange apps any way you want, group them in folders, or delete them from your Mac. When you download an app from the Mac App Store, it automatically appears in Launchpad.

### Open Launchpad

Click the Launchpad icon in the Dock.

### Folders

Group apps in folders by dragging one app on top of another.



## **An important note**

Please read this document and the safety information in the *Important Product Information Guide* carefully before you first use your computer.

## **Learn more**

You can find more information, watch demos, and learn even more about MacBook Air features at [www.apple.com/macbookair](http://www.apple.com/macbookair).

## **Help**

You can often find answers to your questions, as well as instructions and troubleshooting information, in Help Center. Click the Finder icon, click Help in the menu bar, and choose Help Center. You can also use Safari to get online help.

## **OS X Utilities**

If you have a problem with your Mac, OS X Utilities can help you restore your software and data from a Time Machine backup or reinstall OS X and Apple applications. If you suspect a problem, open OS X Utilities by restarting your computer while holding down the Command and R keys.

## **Support**

Your MacBook Air comes with 90 days of technical support and one year of hardware repair warranty coverage at an Apple Retail Store or an Apple Authorized Service Provider. Visit [www.apple.com/support/macbookair](http://www.apple.com/support/macbookair) for MacBook Air technical support. Or call 1-800-275-2273. In Canada, call 1-800-263-3394.

Not all features are available in all areas.

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**Safari**

Safari is the best way to surf the web on your Mac. Start by typing a search term or web address in the Smart Search field—it knows the difference and will send you to the right place. You can save pages to your Reading List to read later, and

check out Shared Links for pages posted by people you follow on Twitter and LinkedIn. And Safari works with iCloud to keep your bookmarks, Reading List, and website passwords up to date across all your devices.



### Top Sites

Click to see previews of the websites you visit most often.

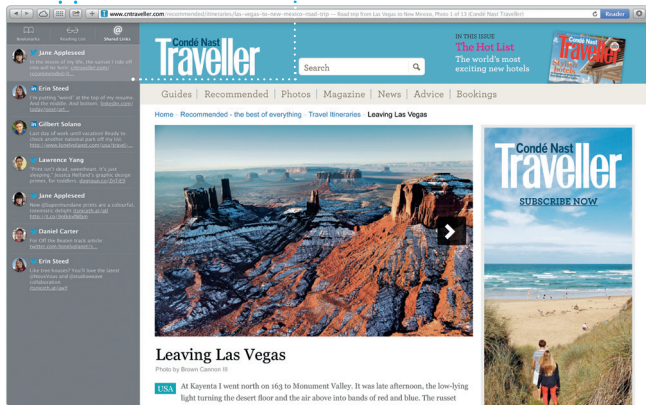


### Share

Easily send webpages or share them with your social networks.

### Sidebar

Your bookmarks, Reading List, and Shared Links appear in the Sidebar.





## Mail

Mail lets you manage all your email accounts from a single, ad-free inbox, even when you're not connected to the Internet. It works with popular email services like Gmail, Yahoo! Mail, and AOL

Mail. You can also use Mail for the free iCloud.com email account you get with iCloud. The first time you open Mail, Setup Assistant helps you get started.



### One-stop email

View all your accounts in Mail for one-click access.



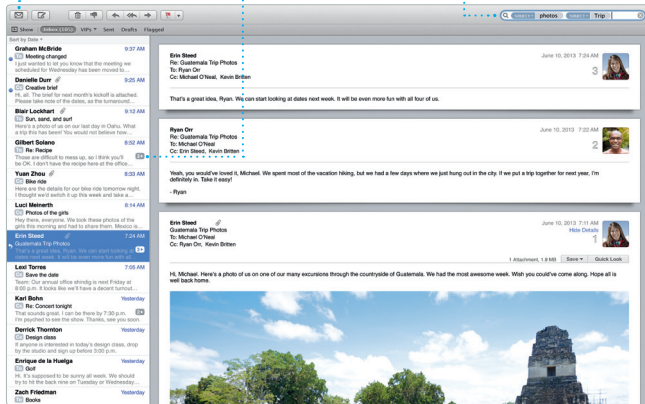
### Conversation view

See all the email messages from a conversation thread.



### Search

Quickly narrow search results to find exactly what you want.







## Calendar

Keep track of your busy schedule with Calendar. You can create separate calendars—one for home, another for school, and a third for work. See all your calendars in a single window, or choose to see just the ones you want. Create and send invitations, then see who

has responded. Add a location to an event, and Calendar will include a map, calculate travel time, and even display the weather forecast. Use iCloud to automatically update calendars on all your devices or share calendars with other iCloud users.

### Add an event

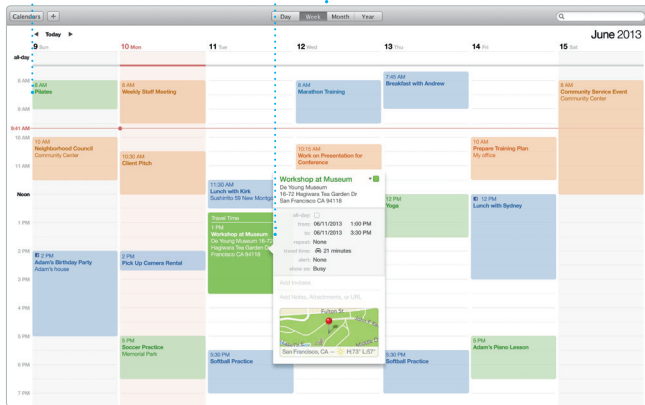
Double-click in a calendar to create a new event.

### Event inspector

Calendar shows an event's location on a map and calculates travel time.

### Calendar view

Select the view you prefer—day, week, month, or year.





## Messages

Just log in with your Apple ID, and you can send unlimited messages, including text, photos, videos, and more, to your friends on a Mac, iPad, iPhone, or iPod touch. With iMessage, you can even start a conversation on one device and

pick it up on another. And if you want to talk to someone face to face, you can start a video call\* just by clicking the FaceTime icon in the top-right corner of the Messages window.



**Replies in progress**  
Three dots mean your friend is typing a reply.



**FaceTime**  
Start a video call right in Messages.

**Delivery receipts**  
See when your message has arrived.



\*Requires FaceTime-enabled device for both caller and recipient. Not available in all areas.



## Maps

Explore new destinations and get directions on your Mac with Maps. View locations using standard or satellite imagery, or use Flyover to soar through select cities in photorealistic 3D. You can look up information for local points of interest like restaurants and hotels,

and Maps shows you phone numbers, photos, and even Yelp reviews. Once you find your destination, Maps provides point-to-point directions that you can send to your iPhone for turn-by-turn voice navigation.



### Directions

Maps provides detailed directions, including traffic information.

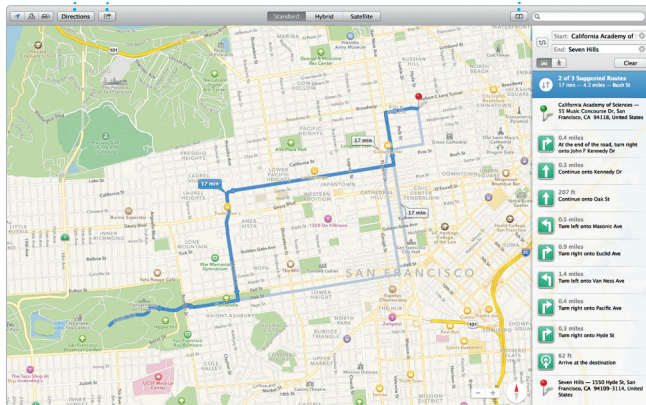


### Bookmarks

Bookmarks are pushed to all your devices.

### Send to iPhone

Send directions to your iPhone for voice navigation on the way there.





**iBooks**

iBooks is a novel way to download and read books. It includes the iBooks Store, where you can download the latest best-selling books or your favorite classics. Click a book to open it. Flip through

pages with a swipe or a click. It's easy to add notes and bookmarks, and even highlight passages. Books purchased from the iBooks Store are available on your Mac and iOS devices.

**iBooks Store**

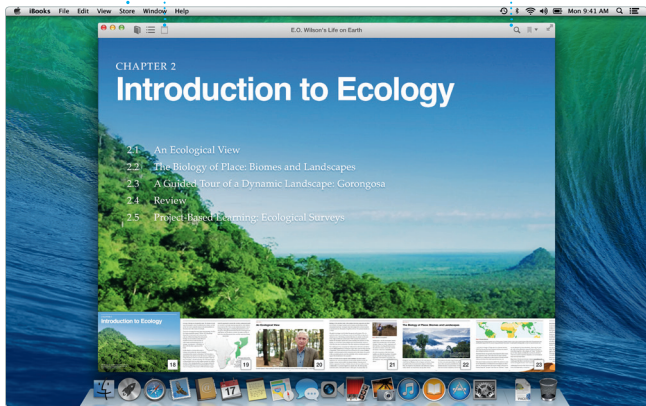
Books downloaded from the iBooks Store are stored in iCloud.

**Notes Panel**

View and edit all your notes and highlights in one place.

**Search**

Quickly search through an entire book for a word or phrase.





iTunes

iTunes for Mac makes it easy to enjoy your favorite music, movies, TV shows, and more. iTunes includes the iTunes Store,

where you can find new favorites and download them with a click. In addition, iTunes includes iTunes Radio, a new way to discover music.



### Your library

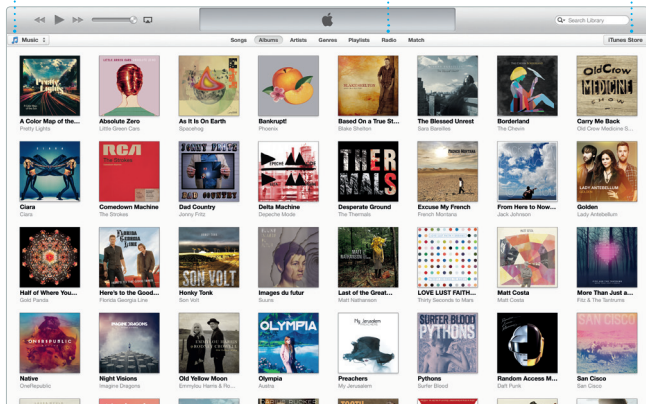
View your music, movies, TV shows, podcasts, and more.

### iTunes Radio

Choose from hundreds of stations or start a new one from your favorite artist or song.

### iTunes Store

Discover and buy new music, movies, and more.





## iPhoto, iMovie, and GarageBand

iPhoto, iMovie, and GarageBand give you amazing ways to create and share your photos, movies, and music. iPhoto helps you organize your library by Faces, Places, and Events, and create gorgeous photo

books, cards, and calendars. iMovie lets you turn your home videos into epic movie trailers. And GarageBand has everything you need to learn to play an instrument, write music, or record a song.



### Events

Simply move your cursor to quickly skim through the photos in any Event.



### Projects

Easily create and order personalized books, cards, and calendars.



### Share

Post your favorites to Facebook or share them with iCloud or Messages.





## Pages, Numbers, and Keynote

Create stunning documents, spreadsheets, and presentations on your Mac. Beautiful templates give you a great head start—simply add your own words and photos. And customizing everything is a snap

with the new context-sensitive Format Panel. You can even open and edit Microsoft Office files. And you can quickly and easily share a link to your work via Mail or Messages, right from your toolbar.



### Add graphics and more

Create media-rich documents with images, movies, charts, and more.

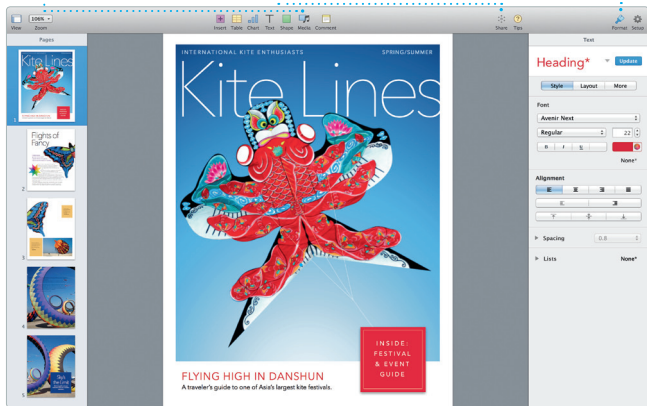


### Share

Easily share a link to your work with Mail or Messages.

### Format Panel

Your tools are just a click away with the intelligent Format Panel.





## Mac App Store

The Mac App Store is the best way to find and download apps for your Mac, from games and social networking to productivity apps and more. In one step, new apps install and appear in Launchpad. You can install apps on every Mac authorized

for your personal use and even download them again. The Mac App Store lets you know when app and OS X updates are available, and can even update your apps automatically. Open the Mac App Store by clicking its icon in the Dock.



**Discover new apps**  
Browse thousands of apps and download them straight to Launchpad.



**Always up to date**  
Updates to your purchased apps and OS X appear automatically.

